

2006 Western Archives Institute San Diego State University

Please save this information for future reference.

More detailed information will be sent upon acceptance into the program.

All Students:

Location:

San Diego State University is located in the heart of San Diego. The campus is moderately sized and growing, with undergraduate and graduate enrollment now nearing 33,000 students. The university was founded in 1897 as a training facility for elementary school teachers. In 1960 it became part of the newly created California State College system, now known as the California State University System.

If you wish to find out more about San Diego State University, you can visit their website at: <http://www.sdsu.edu>. Interactive and printable campus maps are available at: <http://www.sdsu.edu/map/>.

Classes:

Most classes will be held in the Cuicacalli Seminar Room on the San Diego State University campus from 8:15 a.m. to 4:30 p.m., Monday through Friday each week. Resident students will have meals in the Cuicacalli Dining Area, located inside the Cuicacalli Residence Hall, where resident students will stay and attend classes. Transportation will be arranged for all site visits to local repositories. There will be an optional site visit scheduled for Saturday, June 24. *Sunday, June 25 is a free day with no sessions or other programming scheduled.*

Breaks

Participants will be provided with breaks during both morning and afternoon sessions. Coffee, tea, water, and a snack will be provided in the morning. Beverages and a snack will be provided in the afternoon.

Special Events:

On Sunday, June 16, there will be a brief orientation followed by an informal barbecue. Participants will have an opportunity to meet one another as well as the faculty members, including the Principal Faculty Member, Dr. Elizabeth H. Dow.

On Friday, June 30, there will be a closing luncheon followed by the program's closing ceremonies. During the closing ceremonies participants will be presented with their certificates of completion. The closing program and lunch will conclude at approximately 1:30 p.m. All participants are expected to attend the closing ceremonies and luncheon. Society of California Archivists President Dan Lewis will be the principal speaker.

Other special events may be scheduled.

Weather:

Weather in June is generally overcast and sometimes damp. Daytime highs usually range in the upper-60s to mid-70s. Overnight temperatures generally dip into the 50s.

Parking:

Parking will be available for all students. The cost of parking is included in both the housing and non-resident fee packages. Parking permits will be provided prior to the start of the program.

The Western Archives Institute will <u>not</u> be responsible for any fines or other penalties incurred by anyone who fails to park in an approved area or does not have a permit.

Local Transportation:

San Diego State University is well served by public transportation, and is easily accessible from several major interstates. The San Diego Trolley's Green Line services SDSU, and offers inexpensive and easy transportation to San Diego's downtown. City bus lines 11, 13, 115, 936, and 955 also serve the SDSU campus. See the San Diego Metropolitan Transit System website for more information about the Trolley and city buses:

<http://www.sdcommute.com/>.

Traveling to San Diego:

SDSU is approximately 15 minutes from San Diego International Airport, <http://www.san.org/>. A number of shuttle services, taxis, buses, and the Trolley serve San Diego International Airport. See

http://www.san.org/airport/ground_transportation/index.asp for more information on ground transportation from the airport.

San Diego's Amtrak station is located in downtown San Diego, at 1050 Kettner Blvd., near C Street. The Trolley and city buses link the train station to SDSU and other parts of San Diego.

San Diego's Greyhound station is located at 120 W. Broadway in downtown San Diego. See the Greyhound website for more information: <http://www.greyhound.com/home.asp>.

To assist in planning for housing and meals, all applicants are to complete the pre-registration form included with the application.

Resident Students:

Accommodations:

Participants requiring local accommodations will be housed in Cuicacalli Residence Hall, a dormitory in the southeastern end of campus, within the Residence Halls area. Guests will be issued a key for the hall's entrance and their suite door. A \$15 fee is charged for lost and non-returned keys. All accommodations are suites and have semi-private bathrooms. All rooms are either single or double occupancy. Every effort will be made to accommodate those wishing to have a roommate at the double occupancy rate, but assignments are dependent upon the number of applicants wishing to have roommates. Double occupancy rooms will be assigned on a first-come, first-serve basis. If there are an unequal number of participants requesting double occupancy, it may be necessary to assign an applicant to a single occupancy room at the single occupancy rate.

Cuicacalli Residence Hall has 7-bedroom suites. Each suite has a mix of double-, and single-occupancy rooms, a living area and two full bathrooms. Rooms are furnished with extra-long beds, a desk, chair, dresser, and wardrobe. Please see <http://www.sa.sdsu.edu/housing/cuicacalli.html#> for more information. Participants should bring an alarm clock, table lamp, flashlight, clothes hangers, and a light jacket or sweater for cool evenings. Cooking appliances and pets are prohibited. Study lounges and laundry facilities are available; washers cost \$1.00 and dryers \$0.75 per load. To use the washer and dryers requires purchasing a non-refundable laundry card for the amount needed. Once purchased, additional money can be added to the card, but excess money cannot be refunded.

WAI participants may check in after 12pm on Sunday, June 18 and are expected to check out on Friday, June 30 by 12pm, though prearranged luggage storage can be provided since the program does not end until 1:30 p.m.

Rates, which include three daily meals, are approximately \$1,600 per person for single occupancy and \$1,000 per person for double occupancy. *Final costs will be available in February and may be somewhat lower. As these are only estimates, please contact the WAI Administrator for more specific information.* The cost is a package price. Students needing to spend either Saturday night June 17 or Friday night June 30 may make arrangements for lodging with SDSU's Conference Services, if space is available.

Non-student guests cannot be accommodated at any time during the program, including over the weekend between the first and second weeks.

Meals:

Three daily meals are included with the accommodations package. Meals are served in the Cuicacalli Dining Area, all you can eat, for the duration of the program. Meals are scheduled at specific times according to the cafeteria schedule. Lunches will be arranged for most site visits.

Commuter Students:

Many of the best learning opportunities occur while networking with other participants during meals and in the evenings. Students are encouraged to take into account the highly intensive nature of the Western Archives Institute when deciding whether to be a resident or commuter student. You may wish to discuss your individual situation with WAI Administrator Nancy Zimmelman or Local Arrangements Coordinators, Ellen Jarosz, Paula Brown, and Diane Maher.

Meals and Transportation:

For commuter students not staying on campus, the non-resident package includes the program's special events, daily refreshments, and transportation to site visits at local repositories. Commuter students will have several meal options, including 1.) bring your meals; 2.) purchase meals at Cuicacalli Dining Area or in the East or West Commons; or 3.) purchase meals at nearby restaurants, **if time permits**.

Please see page one for information concerning parking.

Special Arrangements:

Participants who require special accommodations due to physical disability or their special needs should contact the Administrator or one of the Local Arrangements Coordinators.

Contacts:

For additional information, please contact:

Ellen Jarosz, Local Arrangements Coordinator
Special Collections & University Archives Librarian
Library & Information Access
San Diego State University
5500 Campanile Drive
San Diego, CA, 92182-8050
Tel: (619) 594-6892
Fax: (619) 594-0466
ejarosz@rohan.sdsu.edu

Paula Brown Peeling, co-Local Arrangements Coordinator
Chula Vista Public Library
365 F Street
Chula Vista, CA 91910
Work phone: (619) 691-5068
pbrown@chulavista.lib.ca.us

Diane Maher, co-Local Arrangements Coordinator
University Archives
Copley Library, USD
5998 Alcala Park
San Diego, CA 92110-2492
619/260-4721
diane@sandiego.edu

Nancy Zimmerman, Administrator
Western Archives Institute
1020 O St.
Sacramento CA 95814
(916) 653-7715
Fax: (916) 651-6604
e-mail: nzimmerm@ss.ca.gov

Jane Rosario, Assistant Administrator
Western Archives Institute
The Bancroft Library
2121 Allston Way
Berkeley, California 94720-6000
(510) 642-8175
Fax: (510) 643-2548
e-mail: jrosario@library.berkeley.edu